

3. Status of Outstanding Action Items

WRF Executive Oversight Board

Meeting 3

13 April 2005

Outstanding Action Items: Quick Overview

Action items outstanding from ExOB Meeting 1: **6**
(Dec. 1, 2003)

Current status:

Done:	3
On track:	3
Pending/Delay:	0

Action items from ExOB Meeting 2: **23**
(July 30, 2004)

Current status:

Done:	11
On track:	7
Pending/Delay:	5

Action Item 1.4: Program Coordinator

Establish **periodic informational briefings** for ExOB members (at intervals, as requested by members) on WRF program developments occurring between meetings of the ExOB.

Action taken:

- Status: Done

- Monthly summary reports provided from the PC/PO on WRF program news, activities and actions in “bullet” format, beginning August/September 2004.

Action Item 1.6: Program Coordinator

Ensure that [**documentation** of] standard elements, levels, etc., of the **common modeling infrastructure** are defined that will facilitate the Navy's effort to establish interoperability of WRF and COAMPS at the level of input and output data files.

Action taken:

Status:

Done

- WRF infrastructure on-line documentation/code browser written and available on WRF web site (Dec. 2004).

Action Item 1.9: ExOB

Approve or modify the proposed approach submitted by PC for alleviating deficiencies of the WRF Software Engineering Infrastructure and provide resources.

- Action taken: - Status: **Open; on track** (See slide 3.2.17 and slides 3.6.1-10 for Meeting 3.)
- Community & organizational requirements to address deficiencies identified. (Dec. 2004)
 - NCAR is adapting existing infrastructure to allow WRF to be a configurable component under ESMF.
 - NRL and NCEP are testing computational overhead and programmer investment associated with installing and running meteor./ocean models under ESMF.

Action Item 1.10: Program Coordinator

Develop a proposal for a **sustainable process** by which deficiencies in and opportunities for WRF code and system can be identified and prioritized on a continuing basis, responses planned and resources assigned as part of the **WRF Annual Operating Plan**.

Action taken: -Status: **Open; on track**

- Work under way on WRF 5-Year Plan.
- Annual Operating Plan to be aligned with 5-year plan.

Action Item 1.14: Program Coordinator

The PC will **nominate** heads for the WRF boards and select members in accordance with their charters. **Board heads and members** will be approved by the ExOB. The PC will work with the AIP signatory agencies' ExOB members to identify agency representatives to the PO.

Action taken:

- Status: **Open; on track**

- Heads of all WRF boards nominated and approved.
- Nominations for WRAB awaiting ExOB approval.
- Nominations for DTC Advisory Board pending.

Action Item 1.16: Program Coordinator and DTC Director

Establish a formal **POC with NSF**, to be approved by the ExOB, and discuss possibilities and terms for joint AOs between NSF and WRF Program.

Action taken:

- Status: **Done**

- Dr. Stephen Nelson of NSF established as primary POC, included in PC report distribution and invited to ExOB meetings. (Jan 2005)
- NSF providing direct funding to WRF DTC for its Visiting Scientist Program (Feb 2005).

Action Item 2.1: Program Coordinator

Modify Slide 2.1.5 to add “creation of the DTC and the DoD Operational Tested Center” as a **key accomplishment** of WRF Program.

Action taken:

- Status: Done

- Listed as key accomplishments on slides 2.1.5 and 3.1.2

Action Item 2.2: FNMOC and NRL/MRY POCs

Provide PC with FY05 dates by which **I/O and physics interoperability** will be established **between WRF and COAMPS**. Define requirements for completion of these tasks and coordinate with partners, as needed.

Action taken: - Status: Done

- Proposals/resources approved, dates set (FY06) and work is on track.

Action Item 2.3: Program Coordinator

Modify slide 2.2.5 to list **physics interoperability as a threshold capability** in Goal 1a of Phase 1, instead of an objective. Insert milestone dates for I/O and physics interoperability provided by FNMOC and NRL, as per Action Item 2.2.

Action taken:

- Status: Done

- Slide 2.2.5 updated, now appearing as slide 3.2.5.

Action Item 2.4: Program Coordinator

Convene an interagency team to define requirements for a **streamlined WRF software engineering infrastructure** meeting the goals of reduced complexity, low computational overhead, and less-expensive supportability, compared to the original infrastructure. Produce a design for meeting the established requirements, estimate time and resources needed to implement, and report results to ExOB.

Action taken:

- Status: **Open; on track**

- Requirements defined (Dec. 2004).
- WRF adaptation to allow configuration as an ESMF component advancing well (NCAR action) (see Slide 3.6.7).
- ESMF evaluations advancing well (see Slides 3.6.8-11).
- Design workshop and resource estimation pending.

Action Item 2.5: Program Coordinator

Modify WRF Management slide 2.4.9 by adding a box directly above the DTC box to indicate the DTC Advisory Board. In the Program Office box, change “OON” to “FNMOC”.

Action taken:

- Status:

Done

- Slide 2.4.9 modified; appears as slide 3.3.25.

Action Item 2.6: Program Coordinator

For all future WRF ExOB meetings, the PC shall **invite**, as non-voting participants, the Heads of the DTC, OTCs, WRAB and WORB.

Action taken:

- Status:

Done

- DTC Director and Board Heads invited.

Action Item 2.7: Program Coordinator

Amend charter for the WRF ExOB to say “In addition, the ExOB can agree to invite additional individuals as it may deem suitable.”

Action taken:

- Status:

Done

- WRF ExOB charter updated.

Action Item 2.8: Program Coordinator

All positions on the WRF Boards, Development Teams and Working Groups will be filled in accordance with the Charters.

Action taken:

- Status: **Open; on track**
- WRF Research Applications Board (WRAB) nominations awaiting ExOB approval.
- WRAB tasked to propose reorganization of Working Groups and Development Teams, as per AI 2.10.

Action Item 2.9: Program Coordinator

Modify the WG charter to indicate Co-chairs will be appointed to lead the groups, one from the signatory organizations and one from academic institutions to provide leadership opportunities for junior faculty.

Action taken:

- Status: **Done**
- Working Group charter updated.

Action Item 2.10: Program Coordinator

Prepare for the ExOB a **proposal for reorganizing the WGs**, creating new ones and consolidating or eliminating others, as necessary.

Action taken:

- Status: **Open; pending**

- WRAB tasked to propose reorganization of Working Groups and Development Teams.
- Reorganization work on hold pending approval of WRAB member nominations by ExOB.

Action Item 2.11: Eric Hartwig

Propose modifications to slide 2.5.8 to better capture the **concept of the DTC** as it is envisioned.

Action taken:

- Status:

Done

- Slide 2.5.8 modified and approved.

Action Item 2.12: DTC Director

Finalize the wording of the **DTC TOR** and secure signatures of the WRF ExOB members or another suitable executive on behalf of the AIP signatory agencies and institutions.

Action taken:

- Status: **Open; on track**

- Wording finalized and TOR awaiting ExOB approval
(see slide 3.4.14).

Action Item 2.13: PC and DTC Director

Create a briefing for the ExOB demonstrating the successes of the DTC and WRF program, aimed at high-level administrators not currently well informed about WRF. Highlight expectation of accelerated implementation of unprecedented high-resolution, more accurate numerical predictions for service to the nation.

Action taken:

- Status: **Open; on track**

- Draft “successes” briefing created. Expect completion May '05.

Action Item 2.14: DTC Director

Invite Pete Manousos to participate in telecons for the DTC's Winter Forecast Experiment (DWFE) in order to coordinate with NCEP's planned Winter Experiment.

Action taken: - Status: **Done**

Action Item 2.15: Program Office

POCs provide the PC with necessary **information on FY05 WRF-** related tasks, FTE commitments, funding levels and milestones to complete the Integrated WRF AOP for FY05.

Action taken:

- Status: **Done**

- Request sent Jan. '05

- FY05 WRF information received from 7 of 8 organizations by 18 March 2005.

Action Item 2.16: Program Coordinator

Remove fine-scale detail in the FY05 AOP that does not relate directly to the identified threshold and objective criteria for established program goals. Add 3D-Var activity and missing components from Action Item 2.15. Submit the revised plan to the ExOB for approval.

Action taken: - Status: **Open; delayed**

- Due to delays in collecting the information (see AI 2.15), focus has shifted to developing a draft for WRF 5-Year Plan. Material for the AOP is being entrained.

Action Item 2.17: Program Coordinator and Program Office

Draft and submit to ExOB a **plan for transitioning WRF to a full-scale interagency program** by FY08, including dedicated common resourcing. The plan may require developing a memorandum of agreement to replace the current WRF AIP as the defining document for the WRF partnership.

Action taken: - Status: **Open; delayed**

- No action to date. First step is completing draft WRF 5-Year Plan.

Action Item 2.18: ExOB

Review and provide **feedback on draft plan for transitioning WRF** to a full-scale interagency program by FY08, including dedicated common resourcing.

Action taken: - Status: **Open; delayed**

- No action necessary to date. (see AI 2.17)

Action Item 2.19: Program Coordinator

Arrange for logistics to **support travel** to meetings by university members of the WRAB.

Action taken: - Status: **Open; on track**

- Verbal agreements arranged at NWS/OS&T (Sept '05)
- Will update/confirm as soon as WRAB nominations are approved and 1st meeting scheduled. (May coincide with annual WRF User's Workshop, which can greatly reduce costs.)

Action Item 2.20: Program Coordinator

Provide brief **monthly reports** on WRF program activities in bullet format.

Action taken:

- Status:

Done

- Monthly summary reports provided from the PC/PO on WRF program news, activities and actions in “bullet” format, beginning August/September 2004. (Also see AI 1.4)

Action Item 2.21: NCAR POC

The NCAR POC, as its technical and managerial representative, will take the necessary steps to secure the **trademark** rights to the WRF name.

- Action taken:
- Status: **Open; on track**
 - WRF trademark filing completed 2 Sept 2004
 - U.S. Patent & Trademark Office turnaround: 12-18 months

Action Item 2.22: Program Coordinator

The Program Coordinator will arrange for **ExOB meetings every 4 months.**

- Action taken: - Status: **Open; pending**
- Failed in the first attempt. Expect rapid response this month.

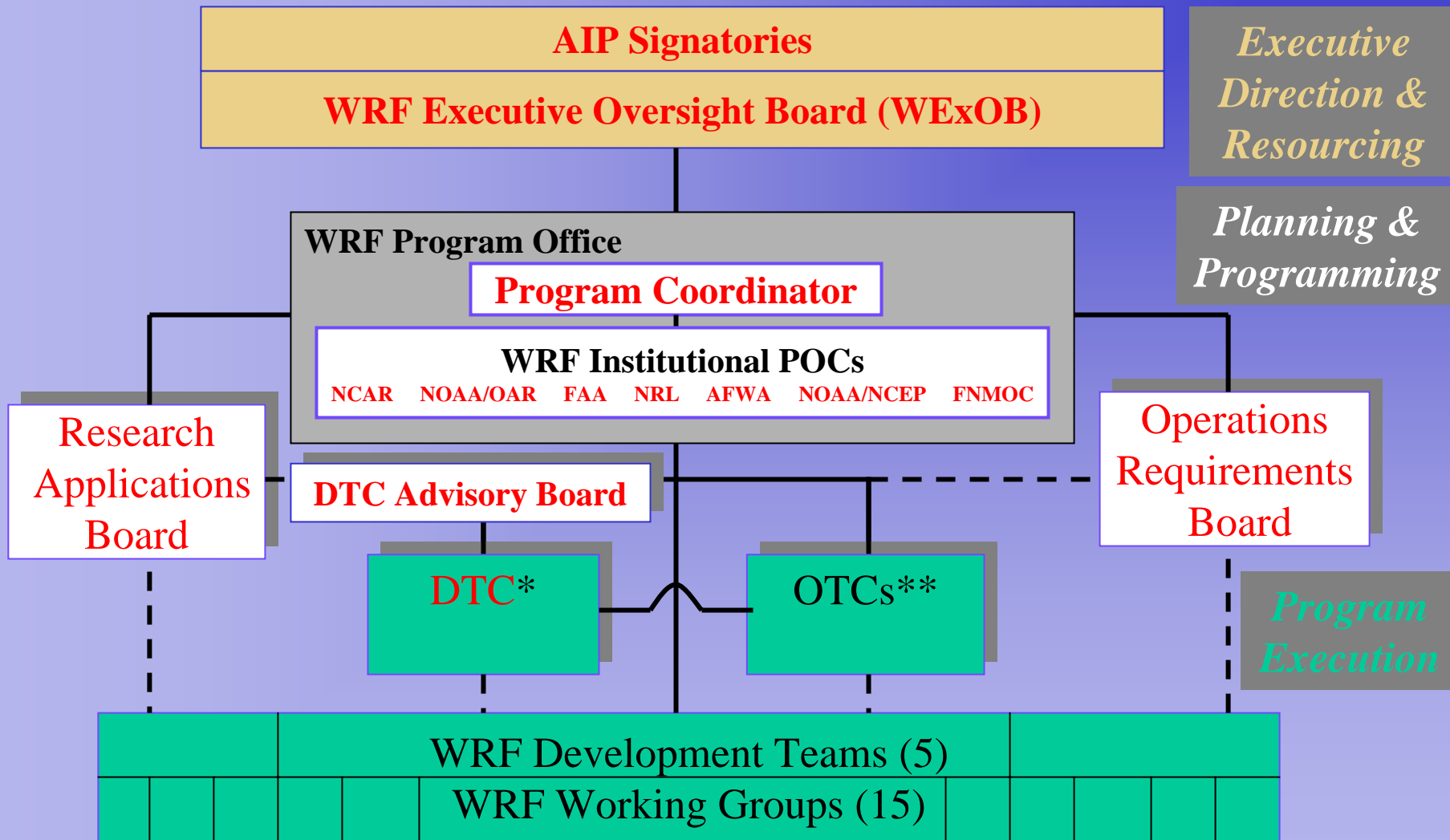
Action Item 2.23: NRL and AFWA

NRL-DC will host next ExOB meeting, with the following meeting to be **hosted by AFWA.**

- Action taken:
- Status: **Open; on track**
 - April '05 meeting hosted successfully by NRL-DC.
 - Next meeting to be planned for Aug/Sept '05 at AFWA.

Backup Slides

WRF Management Structure



* Note – The DTC is a distributed capability, centered in Boulder, CO

** Note – separate OTC functions exist for each OPC